

STATE PERSONNEL BOARD -- CONFLICT OF INTEREST CODE

549. General Provisions

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Section 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearing it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees and establishing disclosure categories, shall constitute the conflict of interest code of the STATE PERSONNEL BOARD.

All designated employees shall file their statements with the STATE PERSONNEL BOARD who will make the statements available for public inspection and reproduction. (Government Code Section 81008). Upon receipt of the statements of board members and the executive officer, the agency shall make and retain a copy and forward the original of the statements to the Fair Political Practices Commission.

AUTHORITY: Sections 87300 and 87304, Government Code.

REFERENCE: Section 87300, et seq., Government Code.

APPENDIX

Designated Positions	Assigned Disclosure Categories
Board Member.....	1,2,3,4
Executive Officer.....	1,2,3,4
Assistant Executive Officer.....	1,2,3,4
All Division Chiefs.....	1,2,3,4
Chief Counsel.....	1,2,3,4
Staff Counsel.....	1,2,3,4
All Administrative Law Judges.....	1,2,3,4
Manager, Merit Appeals Office.....	1,2,3,4
Consultant*.....	1,2,3,4

Disclosure Categories

Category 1

Designated officials or employees assigned to this category must report:

(1) Investments and business positions in any business entity and income from any source of the type which, within the last two years, has contracted with the State Personnel Board to provide services, supplies, materials, machinery or equipment.

Category 2

Designated officials or employees assigned to this category must report:

(1) Investments and business positions in any business entity and income from any source of the type which, within the last two years, has contracted with the State Personnel Board to provide instructional or consultative services or facilities for training programs.

Category 3

Designated officials or employees assigned to this category must report:

(1) Investments and business positions in any business entity and income from any source of the type which, within the last two years, has contracted with any county, city, district or other political subdivisions of the State or with State agencies excepted from State civil service to provide technical personnel management services.

Category 4

Designated officials or employees assigned to this category must report:

(1) Investments and business positions in any business entity and income from any source which is an employment agency or a provider of temporary personnel.

*Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The executive officer may determine in writing that a particular consultant, although a "designated position" is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon the description, a statement of the extent of disclosure requirements. The executive officer's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.